

Denali KidCare Outreach Program

Department of Health and Social Services – Program 38

I. PROGRAM OBJECTIVES

Denali KidCare provides health insurance for children and teens through age 18 of both low-income working and non-working families who meet income and other eligibility guidelines. It also provides health insurance for pregnant women who meet income guidelines. The program is a Medicaid expansion offering a full range of prevention and treatment services.

Statewide promotional outreach informs Alaskans about eligibility requirements, how to apply, where to apply, and about program benefits and coverage at no cost to families who qualify. It also provides information about the easy mail-in application process.

As part of the Division of Public Health's strategic outreach activities, grant award funds are made available to communities, agencies and other organizations through the DHSS Request for Proposal process to conduct outreach projects for Denali KidCare. At a minimum, outreach projects must:

- promote and publicize Denali KidCare using methods designed to reach targeted low-income families and pregnant women,
- provide applications for Denali KidCare to all individuals interested in applying for coverage,
- assist individuals to obtain additional information about application and eligibility requirements when necessary,
- provide assistance to individuals in filling out the application form and submitting it to the Denali KidCare office, and
- refer individuals who do not appear to meet the criteria for Denali Kid Care to other resources in the community that may meet their needs.

II. PROGRAM PROCEDURES

DHSS, Division of Public Health, provides grant awards for community-based Denali KidCare Outreach. Eligible applicants include private nonprofit corporations, Indian Reorganization Act and traditional tribal councils, city or borough governments, municipalities, schools, regional Native health corporations, other political subdivisions of the state, or a combination of these entities. (Proof of nonprofit status is required: see 7 AAC 78.030.)

A Request for Grant Proposals is advertised statewide. Awards are made to fund selected proposals that meet the Division's priorities and requirements for community-based outreach activities.

III. COMPLIANCE REQUIREMENT AND SUGGESTED AUDIT PROCEDURES

A. TYPES OF SERVICES ALLOWED OR UNALLOWED

Compliance Requirements

Grant funds are to be utilized for the purpose of conducting community-based outreach and accordance with the commitments presented in the grantees' response to the RFP. Funds may be spent from any of the line items (personnel, travel, facility expense, supplies, other, and indirect expense) identified by the grantees approved budget documents. A grantee may submit a revised budget request that provides proper justification for any changes to DPH for approval.

Suggested Audit Procedures

- Review final Notification of Grant Award (NGA) including all special conditions;
- Review all other documents required under the Notification of Grant Award;
- Review grant revisions and related transmittal documents;
- Review budget documents including final revised budget and budget narrative;
- Review DHSS grant regulations 7 AAC 78; and
- Test financial and related records to determine that funds expended were for purposes specified in the grant.

Compliance Requirements

Costs allowed or not allowed under this program are determined by the grant regulations, 7 AAC 78.160 as well as budget documents and special conditions.

Determine whether expenditures are within the budget limits prescribed by 7 AAC 78.230(a).

Use of grant funds other than in the budget categories specified requires the grantor's prior written approval in accordance to 7 AAC 78.260.

B. ELIGIBILITY

Compliance Requirement

The grantee agency must be a nonprofit or political subdivision meeting the requirements of 7 AAC 78.030. The auditor is not expected to perform tests for client eligibility.

Suggested Audit Procedures

- Review articles of incorporation and other appropriate documentation, licenses, certifications, and approvals to determine status of agency.

C. MATCHING, LEVEL OF EFFORT, AND/OR EARMARKING REQUIREMENTS

Compliance Requirement

The grantee shall provide a total cash contribution or in kind contribution of at least 10% match of the amount granted by the grantor.

Suggested Audit Procedures

- Review final Notification of Grant Award (NGA) including all special conditions;
- Review grant revisions and related transmittal documents;
- Review budget documents including final revised budget and budget narrative;
- Review DHSS grant regulations 7 AAC 78; and
- Test financial and related records to determine that funds expended were for purposes specified in the grant.

D. REPORTING REQUIREMENT

Compliance Requirement

The agency must submit written quarterly activity, narrative and expenditure reports in the format prescribed no later than fifteen days after the close of each quarter and a final report to reach the grantor by July 31, 2000.

Suggested Audit Procedures

- Confirm if such reports are being filed timely.
- Review fiscal reports to confirm that funds have been expended in the categories authorized by the original budget provision or were authorized in other budget categories by the grantor's prior written approval in accordance with 7 AAC 78.260.
- Review that expenditures are within the budget limits and other grant provisions.

Compliance Requirement

The grantees audited financial statement shall be presented separately for the grant project for the state fiscal year of this grant by the cost categories in which the funds are allocated in this NGA, or by grantor approved amendments. The audited financial statement should include the final amount awarded by cost category and the total amount for the grant, the actual grant revenues and expenditures by cost category and the total for this grant; the variance between the final amount awarded and the actual revenues by cost category, and the totals for this grant: disallowed or questioned costs by cost category and the total for this grant.

Suggested Audit Procedures

- Review audited financial statements in accordance with the above compliance requirements.

Compliance Requirement

The agency must clearly show on their Agency Audited Financial Statement any outstanding liability to the state as payable to the state, showing separately any unspent funds or disallowed expenditures pertinent to this grant.

Suggested Audit Procedures

- Review audited financial statements for compliance with the above.
- Confirm whether or not the agency has any outstanding liability to the state.

E. SPECIAL TESTS AND PROVISIONS

Compliance Requirement

The agency must act upon any recommendations made by program administration.

Suggested Audit Procedures

- Review grantee file for any administrative directives to grantee.
- Determine if recommendations from grantor have been implemented.